

**MINUTES**  
**GREEN BAY PUBLIC ARTS COMMISSION**  
**Wednesday, November 29, 2017**  
**City Hall, Room 604**  
**8:00 a.m.**

***\*\*For more detailed information regarding the meeting, please see the meeting video at <https://www.youtube.com/watch?v=JLS2Ysl9ZPQ&feature=youtu.be> and follow the time stamp listed on each item.***

**MEMBERS PRESENT:** Kent Hutchison, Chair; Alex Zacarias, Vice Chair; Ald. Randy Scannell, Pooja Weller, Matt Buchanan

**LIAISONS PRESENT:** Staci Thompson (Mosaic), and Lee Klemens (Civic Symphony)

**OTHERS PRESENT:** Celestine Jeffreys, Laura Schley, Tiffany Bowles, Steve Haas, Jeff Benson, David Windey

**APPROVAL OF AGENDA:**

Approval of the agenda for the November 29, 2017, regular meeting of the Green Bay Public Arts Commission.

Motion made by K. Hutchison to move New Business items number 2 and 3 to the beginning of the agenda. Seconded by Ald. R. Scannell. Motion carried.

**APPROVAL OF MINUTES:**

Approval of the minutes from the October 25, 2017 regular meeting of the Green Bay Public Arts Commission.

No motion made to approve the minutes from the September 27, 2017 regular meeting of the Green Bay Public Arts Commission.

**COMMUNICATIONS:** None

**NEW BUSINESS:**

3. Discussion with possible action on Steve Haas' Rotating Art Program application. (1:42)

Motion made by Ald. R. Scannell and seconded by P. Weller to open the floor. Motion carried.

Steve Haas provided a brief description of his proposed sculpture and his past public art experience. K. Hutchison requested an estimated installation date for the piece.

Motion made by M. Buchanan and seconded by Ald. R. Scannell to approve Steve Haas' Rotating Art Program application. Motion carried.

2. Discussion with possible action on Dave Windey's Rotating Art Program application. (8:20)

Dave Windey provided a brief overview of his background and his proposed sculpture. K. Hutchison inquired about the dimensions and longevity of the project components. Dave Windey described the construction in more details. P. Weller inquired about the safety of the piece. Dave Windey explained that there are no sharp edges to the piece and that he is working to make it child friendly. Further discussion ensues regarding the construction of the piece.

Motion made by P. Weller and seconded by A. Zacarias to approve Dave Windey's Rotating Art Program application. Motion carried.

Motion made by Ald. R. Scannell and seconded by M. Buchanan to close the floor. Motion carried.

### **OLD BUSINESS:**

1. Discussion with possible action on the mural project proposed by the Green Bay Bicycle Collective (26:15)

K. Hutchison stated that he is excited about this project and inquired about the status of the project. L. Schley explained that the surrounding community is supportive of this but the winter weather will delay the painting until spring.

Motion made by Ald. R. Scannell and seconded by M. Buchanan to approve the mural project proposed by the Green Bay Bicycle Collective. Motion carried.

2. Discussion with possible action to approve Brian Eichinger's final design for the Rotating Art Program (27:28)

M. Buchanan inquired about the materials proposed for this piece. P. Weller stated that she believed it was a metal framework with a Plexiglas interior. K. Hutchison inquired about the lighting aspect of the project. L. Schley explained that lighting the piece may not be feasible at the moment. Further discussion ensues regarding lighting and solar options.

K. Hutchison stated that he wanted more information on the construction of the piece. A. Zacarias suggested that Brian work with an experienced artist for guidance on the construction of this piece. K. Hutchison stated that he could help provide input.

Motion made by P. Weller and seconded by Ald. R. Scannell to approve Brian Eichinger's design for the Rotating Art Program contingent upon K. Hutchison's final approval of the piece schematics.

3. Discussion with possible action to adjust the Rotating Art Program and Annual Grant Program application process. (37:06)

L. Schley stated that there was some confusion over the Rotating Art Program application, so she created some guidelines to ease confusion for both the applicant and the commission. She stated that these guidelines can be included in the GBPAC webpage to assist applicants and clean up the webpage. K. Hutchison requested that the commission members create a fake application on the webpage to find any bugs that need fixing.

L. Schley stated that she wants the commission members to review the guidelines and webpage for any fixes or issues that need to be adjusted. Further discussion ensues regarding the content of the program guidelines.

L. Schley stated that she and K. Hutchison suggested increasing the Annual Grant Program deadlines from two to three. Further discussion ensues regarding the application process and the future of the website.

K. Hutchison stated that the new PDF form should be utilized for the Annual Grant Program application and the WordPress application for the Rotating Art Program for the time being. Discussion ensues regarding increasing the application deadlines to three separate dates rather than two. All agree.

No motion needed.

### **NEW BUSINESS:**

1. Discussion with possible action to review fundraising packet for the GBPAC. (55:19)

L. Schley provided a brief overview of the draft fundraising packet and requested more guidance from the commission. A. Zacarias suggested that since the GBPAC has artists, they should gather testimonials from them to personalize the packet. K. Hutchison agreed and suggested that a subcommittee be formed to assist in creating the packet. Further discussion ensues regarding packet content, subcommittee formation, and grant writing.

P. Weller, S. Thompson, M. Buchanan, and L. Klemens are suggested as members of the subcommittee. K. Hutchison inquired if the subcommittee could form a draft by December. P. Weller agreed.

Motion made by Ad. R. Scannell and seconded by M. Buchanan to form a temporary fundraising packet subcommittee to create a rough draft to present at the December meeting. Motion carried.

**BILLS:** No bills, checks or obligations.

### **INFORMATIONAL:**

2. Chairperson's Report and Project Updates. (1:06:21)

- K. Hutchison inquired if the December meeting date can be changed to the 20<sup>th</sup>.

Motion made by P. Weller and seconded by Ald. R. Scannell to move the next meeting date to December 20<sup>th</sup>. Motion carried.

- K. Hutchison introduced Tiffany Bowles as a new potential commission member.

Motion made by Ald. R. Scannell and seconded by P. Weller to open the floor. Motion carried.

T. Bowles provided a brief overview of her background in the arts and her past experience.

Motion made by Ald. R. Scannell and seconded by P. Weller to close the floor. Motion carried.

- K. Hutchison stated that the Rotating Art pads are unable to be installed this fall and requested a finalized deadline from Public Works. K. Hutchison stated that he may be

able to get the pads and service donated. Further discussion ensues regarding setting up an outside contract, timeline, and the standards of the pads. K. Hutchison suggested that M. Buchanan and L. Schley meet with DPW to figure out the timeline to determine if an outside contract needs to be formed.

Motion made by K. Hutchison and seconded by Ald. R. Scannell for M. Buchanan and L. Schley to approach DPW to determine the installation date.

- K. Hutchison stated that one logo should be determined for the GBPAC. P. Weller stated that the original design is stronger.

Motion made by Ald. R. Scannell and seconded by P. Weller to keep the original logo. Motion carried.

### 3. Coordinator's Report and Project Updates. (1:24:17)

- L. Schley stated that she has received an insurance quote for the Rotating Art Program. Further discussion ensues regarding different insurance policies and coverage.
- L. Schley stated that she is working with Joanne to form the contract for the Annual Grant Program.
- L. Schley has received an application for the WPS project.

A motion was made by Ald. R. Scannell and seconded by A. Zacarias to adjourn. All in favor. Motion carried.